

Democratic Services

Lewis House, Manvers Street, Bath, BA1 1JG
Telephone: (01225) 477000 *main switchboard*
Direct Lines - Tel: 01225 394452 Fax: 01225 394439
Web-site - www.bathnes.gov.uk

Date: 5th July 2016
E-mail: Democratic_Services@bathnes.gov.uk

To: All Members of the Cabinet

Councillor Tim Warren	Leader of the Council and Conservative Group Leader
Councillor Liz Richardson	Cabinet Member for Homes and Planning
Councillor Patrick Anketell-Jones	Cabinet Member for Economic Development, Conservative Deputy Group Leader Bath
Councillor Charles Gerrish	Cabinet Member for Finance and Efficiency, Conservative Deputy Group Leader North East Somerset
Councillor Vic Pritchard	Cabinet Member for Adult Social Care and Health
Councillor Anthony Clarke	Cabinet Member for Transport
Councillor Martin Veal	Cabinet Member for Community Services
Councillor Michael Evans	Cabinet Member for Children's Services
Councillor Paul Myers	Cabinet Member for Policy, Localism & Partnerships

Chief Executive and other appropriate officers
Press and Public

Dear Member

Cabinet: Wednesday, 13th July, 2016

You are invited to attend a meeting of the **Cabinet**, to be held on **Wednesday, 13th July, 2016** at **4.00 pm** in the **Community Space, Keynsham - Market Walk, Keynsham**.

The agenda is set out overleaf.

Yours sincerely

Jack Latkovic
for Chief Executive

The decisions taken at this meeting of the Cabinet are subject to the Council's call-in procedures. Within 5 clear working days of publication of decisions, at least 10 Councillors may signify in writing to the Chief Executive their wish for a decision to be called-in for review. If a decision is not called-in, it will be implemented after the expiry of the 5 clear working day period.

If you need to access this agenda or any of the supporting reports in an alternative accessible format please contact Democratic Services or the relevant report author whose details are listed at the end of each report.

This Agenda and all accompanying reports are printed on recycled paper

NOTES:

- 1. Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Jack Latkovic who is available by telephoning Bath 01225 394452 or by calling at the Guildhall Bath (during normal office hours).
- 2. Public Speaking at Meetings:** The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group. Advance notice is required not less than two full working days before the meeting (this means that for meetings held on Wednesdays, notice must normally be received in Democratic Services by 4.30pm the previous Friday but Bank Holidays will cause this to be brought forward).

The public may also ask a question to which a written answer will be given. Questions must be submitted in writing to Democratic Services at least two full working days in advance of the meeting (this means that for meetings held on Wednesdays, notice must normally be received in Democratic Services by 4.30pm the previous Friday but Bank Holidays will cause this to be brought forward). If an answer cannot be prepared in time for the meeting it will be sent out within five days afterwards. Further details of the scheme can be obtained by contacting Jack Latkovic as above.

- 3. Details of Decisions taken at this meeting** can be found in the minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Jack Latkovic as above.

Appendices to reports are available for inspection as follows:-

Public Access points - Reception: Civic Centre - Keynsham, Guildhall - Bath, The Hollies - Midsomer Norton. Bath Central and Midsomer Norton public libraries.

For Councillors and Officers papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Rooms.

- 4. Recording at Meetings:-**

The Openness of Local Government Bodies Regulations 2014 now allows filming and recording by anyone attending a meeting. This is not within the Council's control.

Some of our meetings are webcast. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed. If you would prefer not to be filmed for the webcast, please make yourself known to the camera operators.

To comply with the Data Protection Act 1998, we require the consent of parents or guardians before filming children or young people. For more information, please speak to the camera operator

The Council will broadcast the images and sound live via the internet www.bathnes.gov.uk/webcast An archived recording of the proceedings will also be available for viewing after the meeting. The Council may also use the images/sound recordings on its social media site or share with other organisations, such as broadcasters.

- 5. Attendance Register:** Members should sign the Register which will be circulated at the meeting.

6. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.

7. Emergency Evacuation Procedure

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people.

8. Officer Support to the Cabinet

Cabinet meetings will be supported by the Senior Management Team.

9. Recorded votes

A recorded vote will be taken only when requested by a member of Cabinet.

Cabinet - Wednesday, 13th July, 2016

in the Community Space, Keynsham - Market Walk, Keynsham

A G E N D A

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out in the Notes

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST

At this point in the meeting declarations of interest are received from Members in any of the agenda items under consideration at the meeting. Members are asked to indicate:

(a) The agenda item number in which they have an interest to declare.

(b) The nature of their interest.

*(c) Whether their interest is **a disclosable pecuniary interest** or an **other interest**, (as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests)*

Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer or a member of his staff before the meeting to expedite dealing with the item during the meeting.

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

6. QUESTIONS FROM PUBLIC AND COUNCILLORS

Questions submitted before the deadline will receive a reply from an appropriate Cabinet member or a promise to respond within 5 days of the meeting. Councillors may ask one supplementary question for each question they submitted, up to a maximum of two per Councillor.

7. STATEMENTS, DEPUTATIONS OR PETITIONS FROM PUBLIC OR COUNCILLORS

Councillors and members of the public may register their intention to make a statement if they notify the subject matter of their statement before the deadline. Statements are limited to 3 minutes each. The speaker may then be asked by Cabinet members to answer factual questions arising out of their statement.

8. MINUTES OF PREVIOUS CABINET MEETINGS (Pages 9 - 22)

To be confirmed as correct records and signed by the Chair

9. CONSIDERATION OF SINGLE MEMBER ITEMS REQUISITIONED TO CABINET

This is a standard agenda item, to cover any reports originally placed on the Weekly list for single Member decision making, which have subsequently been the subject of a Cabinet Member requisition to the full Cabinet, under the Council's procedural rules

10. MATTERS REFERRED BY POLICY DEVELOPMENT AND SCRUTINY BODIES - UPDATE ON P&R EAST OF BATH AND RESPONSE TO CTE PANEL'S RECOMMENDATION FROM THE SCRUTINY DAY ON 22ND MARCH 2016 (Pages 23 - 28)

This is a standing agenda item (Constitution rule 14, part 4D – Executive Procedure Rules) for matters referred by Policy Development and Scrutiny bodies. The Chair of the relevant PDS Panel will have the right to attend and to introduce the Panel's recommendations to Cabinet.

This report updates the Cabinet on the work being undertaken to identify a preferred location for a new P&R to the east of Bath and provides a response to the recommendations from the Scrutiny Inquiry day held on 22nd March 2016. The Cabinet are asked to agree with their response to the recommendations from the Communities Transport and Environment Policy Development & Scrutiny Panel's Scrutiny Inquiry Day. The next meeting of the Panel is on 25th July 2016.

11. SINGLE MEMBER CABINET DECISIONS TAKEN SINCE PREVIOUS CABINET MEETING (Pages 29 - 40)

This report lists Cabinet Single Member decisions taken and published since the last Cabinet meeting.

12. REVIEW OF THE COUNCIL'S WASTE & RECYCLING COLLECTION SERVICE (Pages 41 - 58)

The Council's published Waste Strategy "Working Towards Zero Waste" (as amended 2014) details a number of strategic aims (see section 5 of this report) along with a key action to review its waste & recycling collection methodology to limit the volumes of waste collected by 2020. In addition, the Council faces the following challenges;

- to mitigate against the financial pressures forecast in the waste & recycling collection services taking into account the loss of the DCLG grant of £450k pa from March 2017;
- the end of the Initial Term of the Recycling Services Contract with Kier on 5th November 2017 ;
- to reduce the amount of recyclable waste that is currently presented as non-recyclable waste (recent analysis shows that 58% of the contents of our black bag waste collection is still material that could be recycled using our current service);

In addition, the Council has a priority of 'promoting cleaner, greener and healthier communities', which is supported by a number of the proposals within this report, including:

- continuing a weekly waste collection service for the majority of household waste, including food and recyclables;
- increasing recycling rates and prioritising sustainability & environmental performance in accordance with our waste strategy;
- reducing street waste and preventing access to waste by gulls and other

scavengers.

The national recycling league table for 14/15 ranked B&NES 80 out of 353 local authorities in England. The majority of B&NES residents embrace recycling, and our performance has previously been at the forefront in the UK, however in recent years our recycling performance has plateaued. This can be directly attributed to the fact that we have not evolved our collection services to incentivise further recycling by restricting the amount of non-recyclable waste collected. Various collection options have been modelled by the Council to help improve performance, and recommendations are made as to the approach which most closely meets objectives.

13. REVENUE AND CAPITAL OUTTURN 2015/16 (Pages 59 - 104)

The report presents the revenue and capital outturn for 2015/16, highlighting an underspend of £270,000. This represents a significant achievement in the context of the continuing government's public sector deficit recovery plan which resulted in a revenue savings requirement of over £9.7 million for 2015/16.

The report refers to requests to carry forward specific revenue budget items to 2016/17 and to write-off revenue overspends where recovery in future years would have an adverse impact on continuing service delivery. The Council underspent by £270,000, after these carry forwards and transfers to reserves.

The report also refers to requests to re-phase specific capital budget items to 2016/17 and to remove net capital underspends. The impact of this will be considered in the 2016/17 Capital Review.

14. TREASURY MANAGEMENT OUTTURN REPORT 2015/16 (Pages 105 - 124)

In February 2012 the Council adopted the 2011 edition of the CIPFA Treasury Management in the Public Services: Code of Practice, which requires the Council to approve a Treasury Management Strategy before the start of each financial year, review performance during the year, and approve an annual report after the end of each financial year.

This report gives details of performance against the Council's Treasury Management Strategy and Annual Investment Plan for 2015/16.

15. FUTURE OF ADOPTION SERVICES; ADOPTION WEST PROPOSALS AND ENGAGEMENT (Pages 125 - 212)

The development of Regional Adoption Agency proposals is part of the national regionalising adoption agenda as set out in 'Regionalising Adoption' (July 2015), and further developed in 'Adoption; A Vision for Change' (March 2016). Proposals are also informed by the Education and Adoption Act 2016.

This proposal involves formal collaboration with a number of local authorities to establish a Regional Adoption Agency in line with Government requirements. The local authorities involved are:

Bath and North East Somerset Council
City of Bristol Council
Gloucestershire County Council
North Somerset Council
South Gloucestershire Council

The Committee Administrator for this meeting is Jack Latkovic who can be contacted on 01225 394452.

Protocol for Decision-making

Guidance for Members when making decisions

When making decisions, the Cabinet/Committee must ensure it has regard only to relevant considerations and disregards those that are not material.

The Cabinet/Committee must ensure that it bears in mind the following legal duties when making its decisions:

- Equalities considerations
- Risk Management considerations
- Crime and Disorder considerations
- Sustainability considerations
- Natural Environment considerations
- Planning Act 2008 considerations
- Human Rights Act 1998 considerations
- Children Act 2004 considerations
- Public Health & Inequalities considerations

Whilst it is the responsibility of the report author and the Council's Monitoring Officer and Chief Financial Officer to assess the applicability of the legal requirements, decision makers should ensure they are satisfied that the information presented to them is consistent with and takes due regard of them.